

5. EVALUATING LINKAGES BETWEEN THE COMPREHENSIVE HIV PREVENTION PLAN, CDC FUNDING APPLICATION, AND RESOURCE ALLOCATION

Introduction

CDC requires the evaluation of linkages between comprehensive HIV prevention plans and health departments' CDC funding applications and between comprehensive HIV prevention plans and allocation of resources. Examination of both of these linkages enables determination of the extent to which health departments have implemented the fifth core objective of HIV prevention community planning: "Fostering strong, logical linkages between the community planning process, plans, applications for funding, and allocation of CDC HIV prevention resources."

The purpose of this type of evaluation is to compare interventions recommended in the comprehensive HIV prevention plan(s) with interventions proposed in the application and to compare interventions in the comprehensive plan with actual interventions being implemented in the jurisdiction using CDC funds. This chapter provides information on data to report, materials needed to obtain the data, and methods for reporting the data. The appendix includes worksheets for reporting the data and a completed example worksheet.

Linkages Between the Comprehensive HIV Prevention Plan and Resource Allocation

Introduction

The primary purpose of assessing the linkages between the comprehensive HIV prevention plan and resource allocation is to determine if the resources allocated in the previous year (meaning the year that has just ended) corresponded with recommendations in the plan for the previous year. This involves comparing interventions recommended in the most recent comprehensive plan to interventions that were funded during the budget year.

Example

Sept. '99 (Month 0)	Oct '99 - Sept '00 (Month 1 - 12)	Sept '00 (Month 12)
Submit Compreh Plan	Fund and Implement Interventions for 12-month cycle	Compare interventions funded in months 1 - 12 with recommendations in plan

Requirements

Data To Report

At minimum, grantees should collect and report data on all new and existing interventions funded by the health department with (full or partial) CDC Announcement 99004 funding. Grantees may choose to collect data on interventions not funded with CDC funds to gain a more thorough understanding of interventions taking place in the jurisdiction. The section below outlines how to report the following information:

- Which funded interventions match recommended target populations and interventions in the plan
- Which funded interventions *do not* match recommended interventions and/or target populations in the plan

How to Report Data

Health department grantees should submit annually to CDC the worksheet for reporting on the previous year (the appendix includes the worksheet as well as a completed example worksheet). For instance, in their year 2000 funding application progress reports, grantees should use the worksheet to compare recommended interventions in the plan that was provided with the 1999 funding application with interventions that were funded during 1999.

Methods

Grantees should identify target populations and types of interventions in two categories:

1) interventions that are recommended in the comprehensive plan and 2) interventions that are funded (these data can be obtained using the forms for collecting information on intervention plans that are provided in this guidance). The instructions in the worksheet provide information on what materials are needed to obtain the data and how to compile the data.

Additional guidance for evaluating the linkages between the comprehensive HIV prevention plan and resource allocation is provided in Chapter 5 of *Evaluating CDC HIV Prevention Programs—Volume 2: Supplemental Handbook*.

Linkages Between the Comprehensive HIV Prevention Plan and the CDC Funding Application

Introduction

The primary purpose of assessing the linkages between the comprehensive HIV prevention plan and the CDC funding application is to determine if the proposed interventions for the year that is about to begin correspond with recommendations in the plan provided with the funding application. This involves comparing interventions recommended in the current plan with interventions proposed in the funding application.

Requirements

Data to Report

The data to report are those that indicate which recommended interventions in the plan are not included in the CDC funding application.

How to Report Data

The instructions in the worksheet provide information on what materials are needed to obtain the data and how to compile the data.

Additional guidance for evaluating the linkages between the comprehensive HIV prevention plan and resource allocation is provided in Chapter 5 of *Evaluating CDC HIV Prevention Programs—Volume 2: Supplemental Handbook*.

Methods

Grantees should identify target populations and types of interventions in two categories:

1) interventions that are recommended in the current comprehensive plan and 2) interventions that are proposed in the current CDC funding application. These data can be obtained using the forms for collecting information on intervention plans in Chapter 3 of this guidance.

APPENDIX

COMPLETED EXAMPLE WORKSHEET FOR DETERMINING LINKAGES BETWEEN RESOURCE ALLOCATION AND THE COMPREHENSIVE HIV PREVENTION PLAN

INSTRUCTIONS:

This worksheet is designed for use by health departments as they determine which recommended interventions in the comprehensive HIV prevention plan are being implemented in the jurisdiction and which interventions in the jurisdiction do not match an intervention recommended in the plan. ***It can also be used to determine which recommended interventions in the plan are proposed in the CDC funding application*** (by substituting “funded interventions in the jurisdiction” with “interventions proposed in the CDC funding application”).

Materials Needed

- a. List of all interventions recommended in the previous year plan (OK to include interventions with multi-year funding)
- b. List of all interventions that were funded by the health department
- c. The Worksheet for Determining Linkages Between Funded Interventions and the Comprehensive HIV Prevention Plan

How to Compile Data

- Step 1: List all interventions recommended in the (previous year) plan. It is recommended that interventions be grouped by target population.
- Step 2: Use this list to fill in the **Recommendations in the Plan** (far left hand column).
- Step 3: List all funded interventions in the jurisdiction from the previous calendar year.
- Step 4: Use list to determine whether funded interventions match or do not match a recommendation.

	Funded Interventions in the Jurisdiction...	
Recommendation in the Plan	...that match a recommendation in the plan	...that do not match a recommendation in the plan
Target Population: Injection Drug Users		
Intervention: Provide prevention case management at STD clinic for known IDUs	Recommendation not addressed	
Intervention: Use ongoing peer outreach to promote use of bleach kits	Two CBOs conduct outreach using ex-IDUs	
Intervention: Establish bleach kit distribution program in the vicinity of 34th and Vine	Mainville NeedlePoint establishes distribution site on Vine St	
		HD initiates bus-stop poster campaign promoting IDU HIV testing
		Group counseling provided by staff at County HD TB clinic
		Prevention case management provided for methadone clinic clients
Target Population: Men Who Have Sex with Men		
Intervention: Conduct outreach at night and on weekends in 3 city parks frequented by MSM	CBO XYZ and CBO ABC are conducting outreach in 2 of 3 parks	
Intervention: Conduct a social marketing campaign utilizing the gay press and media for peer-to-peer handouts	Recommendation not addressed	
Intervention: Conduct home-based safer sex educational parties for social network of host	CBO 123 grantee will conduct at least 1 party per week	

Recommendation in the Plan	Funded Interventions in the Jurisdiction...	
	...that match a recommendation in the plan	...that do not match a recommendation in the plan
Target Population: Men Who Have Sex with Men		
		Hotline funded for MSM youth
		Individual counseling for gay men with hepatitis seen at Community Health Center
		CBO 789 conducts outreach in rest stops and other public sex environments
Commercial Sex Workers		
Intervention: Target population not in the CP		CBO conducts outreach at night and on weekends in 3 neighborhoods frequented by CSW
Intervention: Target population not in the CP		Local health department distributes condoms to bars and other businesses frequented by CSW

WORKSHEET FOR DETERMINING LINKAGES BETWEEN RESOURCE ALLOCATION AND THE COMPREHENSIVE HIV PREVENTION PLAN

INSTRUCTIONS:

This worksheet is designed for use by health departments as they determine which recommended interventions in the comprehensive HIV prevention plan are being implemented in the jurisdiction and which interventions in the jurisdiction do not match an intervention recommended in the plan.

Materials Needed

- a. List of all interventions recommended in the previous year plan (OK to include interventions with multi-year funding)
- b. List of all interventions that were funded by the jurisdiction (health department)
- c. The Worksheet for Determining Linkages Between Funded Interventions and the Comprehensive HIV Prevention Plan

How to Compile Data

- Step 1: List all interventions recommended in the (previous year) plan. It is recommended that interventions be grouped by target population.
- Step 2: Use this list to fill in the **Recommendations in the Plan** (far left hand column).
- Step 3: List all funded interventions in the jurisdiction from the previous calendar year.
- Step 4: Use list to determine whether funded interventions match or do not match a recommendation.

Recommendation in the Plan	Funded Interventions in the Jurisdiction...	
	...that match a recommendation in the plan	...that do not match a recommendation in the plan
Target Population #1		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Target Population #2		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Target Population #3		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Intervention:		

Recommendation in the Plan	Funded Interventions in the Jurisdiction...	
	...that match a recommendation in the plan	...that do not match a recommendation in the plan
Target Population #4		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Target Population #5		
Intervention:		
Intervention:		
Intervention:		
Intervention:		
Intervention:		

WORKSHEET FOR DETERMINING LINKAGES BETWEEN INTERVENTIONS PROPOSED IN THE CDC FUNDING APPLICATION AND THE COMPREHENSIVE HIV PREVENTION PLAN

INSTRUCTIONS:

This worksheet is designed for use by health departments as they determine which recommended interventions in the comprehensive HIV prevention plan are proposed in the CDC funding application and which interventions in the application do not match an intervention recommended in the plan.

Materials Needed

- a. List of all interventions recommended in the current year plan (OK to include interventions with multi-year funding)
- b. List of all interventions that are proposed in the jurisdiction's CDC funding application
- c. The Worksheet for Determining Linkages Between Interventions Proposed In The CDC Funding Application and the Comprehensive HIV Prevention Plan

How to Compile Data

- Step 1: List all interventions recommended in the (current year) plan. It is recommended that interventions be grouped by target population.
- Step 2: Use this list to fill in the **Recommendations in the Plan** (far left-hand column).
- Step 3: List all proposed interventions in the jurisdiction's CDC funding application.
- Step 4: Use list to determine whether proposed interventions in the jurisdiction's CDC funding application match or do not match a recommendation in the plan.

Recommendation in the Plan	Interventions in the CDC Funding Application...	
	...that match a recommendation in the plan	...that do not match a recommendation in the plan
Target Population #1		
Target Population #2		
Target Population #3		
Target Population #4		
Target Population #5		